

CAMP FISH TALES

POSITION: HEALTH OFFICER

RESPONSIBLE TO: Executive Director and Camp Director

QUALIFICATIONS:

GENERAL:

- 1) Understand the aims, objective and mission of camp.
- 2) Ability to deal with people in a confidential manner.
- 3) Knowledge of general health procedures for children.
- 4) Ability to carry out first aid and emergency care.

SPECIFIC:

- 1) At least 18 years of age.
- 2) Ability to pass background check and/or fingerprinting, DHS clearance, sex offender registry clearance, and recipient rights clearance.
- 3) Hold a certificate for:
 1. PHYSICIAN - Licensed to practice in Michigan & CPR
 2. REGISTERED NURSE - Certified to practice in Michigan & CPR
 3. PRACTICAL NURSE - Licensed to practice in Michigan & CPR
 4. EMT - Licensed to practice in Michigan & CPR

NOTES:

- a. CPR = min. 8-hour course & SFA = min. 17-hour course
- b. If group is more than 20% handicapped or non-ambulatory Health Officer with certification for: FIRST AIDER = must be an adult with Advance First Aid.
- c. Any course that is equivalent to the American Red Cross courses is acceptable.

RESPONSIBILITIES:

GENERALLY RESPONSIBLE FOR:

- The health & well-being of Campers & Staff along with the Camp Director.

SPECIFICALLY, RESPONSIBLE FOR:

- Pre-camp training orientation (if first nurse of season).
- Screen Campers on arrival and departure and inform Counselors if needed.
- Follow standing orders and consult with Physician as needed.
- Daily observation of Campers at meal time and in activities.
- Keep inventory and request first aid supplies as needed.
- Control all medications for BOTH Staff & Campers.
- Provide first aid kits for field trips and have Counselors report any treatment to you for inclusion in log.
- Follow up on injuries or other medical problems and refer to parents if needed.
- Arrange emergency transportation along with Camp Director.

- Keep Camp Director informed on Camper illness or injury.
- Check the living quarters for health, safety, and cleanliness.
- Monitor Staff health and recommend care, report to Camp Director any problems that may affect camp.
- Fill out incident reports as needed and report all incidents to the Executive Director.
- Report any abuse or neglect allegations to the appropriate authorities.

Please note: The Health Director, or an equivalent licensing replacement is to be at camp anytime there are campers on-site. This includes Summer Camps, Respite Weekends, and Daily Programs.

By signing below, the applicant is agreeing 1. To receiving a copy of the job description and 2. The ability to perform the necessary duties listed within the job descriptions with or without reasonable accommodation.

Employee Signature

Date